

SRSA Mid-Year Council Meeting

Conference Call: August 14, 2013

MINUTES

1. Call to Order (Dr. Keiko Tanaka, SRSA President):
 - Meeting convened at 11:08 eastern Time
 - In attendance: Robert Zabawa, Dough Smith, Kenneth Robinson, Jessica Burk, James Bukenya, Keiko Tanaka and Jin Choi.
2. Approval of Minutes of Previous Meeting (Dr. James Bukenya):
 - Council discussed the minutes of the previous meeting in Orlando which had been circulated to council two days prior to the meeting. Dr. Robinson moved a motion to accept the minutes and was seconded by Dr. Smith. The motion passed and the minutes were accepted.

3. Treasurer's Report (Dr. James Bukenya):
 - Account Balance (August 14, 2013)

Cost and Revenue Items	Revenue	Expenses	Balance
Carry Over Balance (Feb.5, 2013)	\$8,816.54		
2013 Annual Meeting Expenses			
Presidential Reception (Dr. Zekeri \$84.28 & Dr. Smith, \$64.28)		\$148.56	
Award Banquet & Conference Breaks		\$4,877.57	
Program printing cost		\$199.72	
Copy editor's fees		\$1,450.00	
SAAS Registration Fees		\$1,765.00	
Annual Meeting registration	\$5,440.00		
Copyright Royalty (Dr. Zabawa)	\$26.98		
Membership dues	\$20.00		
Journal Submission fees	\$310.00		
Total	\$14,613.52	\$8,440.85	\$6,172.67

4. Webmaster's Report (Ms. Jessica Burk):
 - The webmaster reported that the SRSA website had been updated, old information removed, and links between pages adjusted for ease of access.
 - The minutes from past meetings had been posted as part of the update.
 - The JRSS website has also been restructured to make it more author friendly.

5. Editor's Report (Drs. Doug Constance and Jin Choi):

- The editor presented a report noting that the editorial team was making progress towards meeting its projected volumes. He noted that a volume is sent to print whenever they have at least five finished papers.
- He noted the good work the copy editor was doing and highlighted the need for Council to continue the financial support in meeting the Copy Editors fees. Following a lengthy discussion, the treasurer informed Council that for the last two years the association's expenses were higher than the revenues, and unless there was another source of revenue, the association would not be able to meet its obligations in the future.
- Suggestions were made to (1) increase the manuscript submission fees, (2) consider selling the journal, and (3) consider increasing conference registration fees [Dr. Robinson was asked to find out the registration fees for other similar associations].
- Council asked the Journal Editors to come-up with a budget for the journal and a proposal on how to raise funds to address these issues.

Dr. Zabawa moved to accept the Journal Editors report and was seconded by Dr. Smith and the report was accepted.

6. New Business:

- SRSA Conference 2014 (Ken Robinson)

Dr. Robinson shared a draft of the announcement letter and the theme for the 2014 meeting.

He was advised to add a note on the announcement to encourage pre-registration to have solid numbers on who is likely to attend.

A suggestion was made to increase the fee for on-site registration as a way to encourage advance registration.

- Awards (Keiko Tanaka)

A question was raised on whether awards should be given only to SRSA members and if so, how do we verify membership?

Drs. Zabawa and Tanaka were given a task to develop a proposal for awards.

Dr. Zabawa was asked to develop a flyer for recruitment.

Dr. Zabawa moved a motion to adjourn and was seconded by Dr. Smith.

Meeting adjourned at 11: 46 am.